

**Capital High School Booster Club
Board Meeting Minutes
Wednesday, September 23, 2020
6pm**

Board Members in Attendance: Annie Gajadhar, Brook Lawson (Debbie W Proxy and Katie H Proxy) , Chanel Nielsen (Pati's Proxy), Chris Anderegg, Cristin Wilson (Paula M Proxy), Debra Miles (Kurt P Proxy), Jena Layton, Kerri Dawson, Leslie Merchant, Scott Davis

Board Members Absent:

Administration in Attendance: Steve Taylor, Athletic Director

Admin Report: Steve filled us in on the progress of our school and district to meet and exceed federal standards in combating Covid. Asked us to help with communication regarding that success and timeline of athletic events. Also completing Physicals and getting them turned in. Please refer to WIAA website for details:

<https://wiaa.com/subcontent.aspx?SecID=1240>

Approval of the Minutes

A motion was made by Debra and was seconded by Jenna to approve the June 24th minutes with 0 changes. Motion carried.

Treasurer's Report

Debra reported that we have joined the Washington State Booster Club Association. <http://wsbca.org/> This Association provides us with many opportunities to improve forms, organization, ideas, etc. Most importantly offers us a group insurance program that increases our insurance coverage, officer coverage and liability for a lower premium each year.

Committee Check-IN

1. Grants/Allocations Committee (Debra)
Debra will compose a letter Asking Coaches, Directors to delay spending their allocations/grants this year and save for next year as needs may change.
2. Volunteer Coordination Committee (Pati)
3. Concessions Committee (Katie)
Katie has been waiting to see how Covid falls out to order POS and IPAD, we decided to have her move forward and get it prepared and up and running.
4. Membership Committee (Kerri)
Continue to Brainstorm, ideas mentioned: activities during time out, info tables at games.
Brook will draft a letter encouraging coaches to encourage participation. Each Board member (see notes in Action items) will take on a particular Coach/director and follow up to Brooks letter.
Booster Club members need to sign up as Booster Club Supporters

<http://capitalboosterclub.com/membership>

5. Webmaster Committee (Brook) updating the website as needed.
6. Outreach and Publicity / Social Media Committee (Brook)
Brook is working on a community awareness program
7. Coach Liaison Committee (Ryan)
Scott will assist Ryan to communicate to Coaches, Debra will take on an activities liaison role with Music directors and Non Sports activities.
8. Auction Committee / Chair (Brook/Kerri)
Date is confirmed at Capital Event Center, March 6th, 2021
Proposal to cancel auction this year, let businesses recover from Covid Closures and create a community minded activity more focused on raising awareness of what our club does and increasing membership.
Bingo Event?

Review of ...and New ... Action Items

- Katie -Checking on power issue @concessions stand.
- All Members....
 - Ways to offer a Sports Season Pass - still on the table, more appropriate for another year due to pandemic
 - Continue to consider ways to generate more membership, halftime events (giveaways), Info table next to ticket sales or concession stand at each game.
 - Contemplate an alternative event to an auction to raise community awareness of what we do and to build community as well.

Brook - drafting a letter to coaches to encourage parent participation, after this letter is sent, each board member took on a sport or activity director to follow up with.

Debra -Music, softball, bowling

Ryan- Wrestling

Leslie - Boys Golf

Kurt - Girls Golf

Kristen - Girls soccer, track

Annie - Dance and contact Julie O. re: boys Cross Country

Jena - Girls Cross Country

Chris A - Boys and Girls Swim

Brook - Football

Kerri - Baseball

Chanel - Boys Basketball

Steve asked us to communicate to the community that the coaches and athletes are following Pandemic guidelines, we've had no cases Covid and all are dedicated to keeping everybody healthy. Additionally reminder to complete sports physicals in a timely manner.

Debra - Review Core grant coverage

Check into Gym Reservations and Fees

Letter to Request Coaches Delay Spending Grant funds.

Scott - Work with Ryan to assist in Coach communications.

Meeting adjourned at 7:37pm

Next Board Meeting: Wednesday, October 21, 6pm Topsy Whale.